

RFP FOR CITY OF KIRKLAND REQUEST FOR PROPOSALS FOR JANITORIAL SERVICES

RFP #24-14-FAC

April 25, 2014

Questions and Answers

Q. City Hall - The carpet cleaning square footage indicated is 51,809 and the hard floor cleaning square footage indicated is 11,083 = 62,892 total. The total sq. ft. for the building is indicated as 55,000. Should the total sq. ft. be adjusted to 62,892, or is the carpet and/or hard floor number wrong?

A. Please bid on square footages provided.

Q. City Hall – ANNEX - Confirming – we are bidding on the UPPER level only.

A. Only the upper level should be provided within the bid.

Q. 505 Market St - The carpet cleaning square footage indicated is 5337 and the hard floor cleaning square footage indicated is 705 = 6042 total. The total sq. ft. for the building is indicated as 5950. Should the total sq. ft. be adjusted to 6042, or is the carpet and/or hard floor number wrong?

A. Please bid on square footages provided.

Q. Peter Kirk Community Center - The carpet cleaning square footage indicated is 5010 and the hard floor cleaning square footage indicated is 6778 = 11,788 total. The total sq. ft. for the building is indicated as 10,000. Should the total sq. ft. be adjusted to 11,788, or is the carpet and/or hard floor number wrong?

A. Please provide square footages provided.

Q. Maintenance Center 'A' - Can you please clarify Item F 6 c: It says "Concrete floor: Bid as alternate" are we to bid this or not? If yes, can you tell me the concrete square footage?

A. No.

Q. Kirkland Justice Center - Have you decided to have a Day Porter or not?

A. This service will be an addendum to the contract if the City decides to add this service. Please provide a bid not including this service.

Q. There is no Hard Floor stripping and waxing/cement treatment; or carpet cleaning services. Will this be included in the bid or not?

A. No floor services will need to be provided in the Justice Center.

Q. Could you let me know, how many plastic or vinyl chairs the Justice Department is planning to have?

A. None.

Q. Do you happen to have current staffing levels available? I.e. how many janitors at each location and the current hours they work?

A.:

Fulltime Buildings

Staff	Buildings	Hours
Crew of 2	City Hall & Court	S-TH 7pm-12am
Crew of 2	PKCC & NKCC	M-F 10pm-11pm
Crew of 1	PKCC & NKCC	Weekend 10pm-11pm
Day Porter Crew of 1	City Hall	M-Th 10:55pm-12:55pm
	PKCC	M-W & F 1pm-2pm
	NKCC	M-F 2:10pm-3:10pm

Part-time Buildings

Staff	Buildings	Hours
Crew of 3	Maintenance Center A	
Work 8 hours per visit	Maintenance Center B (Fleet)	
on all buildings combined	Maintenance Center C (Shops)	
	505 Market	
	Heritage Hall	2-3 hrs depending on how big the rental

Issued by:

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